

Minutes of the April 11<sup>th</sup>, 2016 Meeting of the Oconee County Library Board of Trustees  
4:30 Bogart Library  
Bogart

Present: Robert Wyatt, Adam Cain, Mark Campbell, Deann Craft, Susan Curtis, Mike Eddy, Rhea Hébert, Kimberly Lowman, Penny Mills, Rubielen Norris, E.J. Stapler, Lorena Gay-Griffin and Val Bell

Chairman Robert Wyatt determined that a quorum was present and called the meeting to order at 4:30. He welcomed Mike Eddy, the newest member of the Board. Mike is the principal at High Shoals Elementary School. He is from Henry County where he worked for 16 years in the school system. Mike will serve on the Finance Committee.

Robert asked for approval of the minutes of the January meeting. There being no corrections, the Board voted to approve them.

Rhea described various activities in the Watkinsville and Bogart Libraries including a session with play dough, Shakespeare readings, a cookbook get together, a Daughters of the American Revolution meeting, a table at the Farmer's Market in Watkinsville, a puppetry camp, and Extension Service training for children showing them how to grow vegetables. She related a patron story about how much the Read to Rover sessions had helped a bilingual child improve his English language reading. She also noted that Eli continues to be a star with his computer assistance sessions. The Summer Reading program will kick off with Friends group events in both libraries in May.

Lorena gave the Regional Director's report. She noted that the legislature has passed the Bogart Branch expansion and renovation project. The legislature also passed a \$.25 per capita allocation for library materials to be funded by the state. This translates into \$8,500 for materials for the Oconee County libraries.

GLAS, Georgia Libraries Accessibility Services, is working with the Extra Special People group in Watkinsville to offer a book discussion group for adults.

The Reimagine Your Library campaign is going well. All the people who are featured on the READ posters are invited to the Athens-Clarke County Library's 103<sup>rd</sup> birthday party on Saturday, April 16<sup>th</sup>.

Val announced that this is National Library Week. A drawing will be held for a Kindle.

The Bogart Friends of the Library will have a table at the Spring Fling on April 16<sup>th</sup> between 9-3.

Penny announced that the Watkinsville Friends of the Library donated \$12,000 to the Watkinsville Library from proceeds raised in the February book sale. The Friends are consulting with Jane Bath, a local landscaper, regarding a memorial bench which will be installed outside the library. St. Udio will fabricate the bench which will cost \$1,500. The Friends also donated \$1,000 for children's activities with Legos.

Robert returned to the topic of legislative approval for the Bogart expansion. While the Governor has until May 3<sup>rd</sup> to approve the budget, the expectation is that it will be signed. Kathryn Ames will serve as construction consultant. Robert said that Bill Cowsert was instrumental in getting the expansion voted on during the last day of the legislative session. Robert sent a letter to the *Oconee Enterprise* thanking Regina Quick, Chuck Williams, and Bill Cowsert for their efforts.

Mike asked if the budget allocation is restricted to construction and furniture or if the money can be used for technology as well. Lorena said it can be used for both. Mike cautioned that it is important to have plans for how the SPLOST money would be allocated so that these funds will not be withdrawn now that the state has come up with funding for the expansion. Robert stated that documents detailing how the money will be spent have been drafted.

Mark asked if Penny will have to resign from the Library Board if she is elected to the Board of Commissioners. Penny said she would, but could still be active in the Friends group.

Val announced that the Regional Library is adopting a new policy on patron behavior to address issues in the Athens library. This policy will serve for the Watkinsville and Bogart libraries as well.

The next meeting of the Board will take place on July 11<sup>th</sup> in the Watkinsville Library. Mark made a motion to adjourn. Kimberly seconded. The meeting was adjourned at 5:00.

Respectfully submitted,

Susan Curtis

Minutes of the October 10<sup>th</sup>, 2016 Meeting of the Oconee County Library Board of Trustees  
4:30 p.m. Bogart Library  
Bogart

Present: Robert Wyatt, Adam Cain, Deann Craft, Susan Curtis, Mike Eddy, Rhea Hébert, Rubielen Norris, Amy Perry, E.J. Stapler, Lorena Gay-Griffin and Val Bell.

Chairman Robert Wyatt determined that a quorum was present and called the meeting to order at 4:35. Robert asked for approval of the July meeting minutes. Mike moved to approve them. Adam seconded the motion. The minutes were approved unanimously.

Rhea distributed the Branch Manager's Report. She called attention to the Georgia Public Libraries Family Pass to the Michael C. Carlos Museum at Emory University. She noted that sewer construction is now underway for the expanded Bogart Library. It is anticipated that by the end of the month the roadwork will be done and the Bogart Library will be able to host the Halloween celebration that is usually held in downtown Bogart.

Rhea announced several staff resignations including that of Nicole Oderisi. It was with a sigh of relief that the summer reading programs wound down. The Watkinsville programs were so successful that parking at the Public Health Department and the Post Office was impacted. Two air conditioning units died before the final week of summer programming. Fortunately, space was found at the Civic Center, and at Oconee Veterans Park so this also solved the parking shortage problem for these sessions.

Both book sales were successful. The Bogart sale, which ran through the summer, netted \$600. Three boxes of books which did not sell were donated to the Watkinsville sale. The final total will not be available until all expenses are paid, but the sale was very successful. Rubielen, who volunteered for the first time this year, expressed amazement at how popular the event was and how zealous some of the patrons were. On the final day of the sale, sacks of books could be purchased for half price.

Lorena announced that Felton Thomas, President of the National Public Library Association, will be the keynote speaker at the Regional Library Staff Development Day to be held on November 9<sup>th</sup>. She also explained that since the ALA Mid-winter conference will be held in Atlanta this year a bus will be chartered to take interested Board and staff members to the conference in January.

Pending approval by the Regional Board, a new library logo will be unveiled on November 9<sup>th</sup>. The logo will have variations for each county and also for Friends' groups. It embodies the 21<sup>st</sup> century vision for the library.

Lorena was delighted to announce that the region was awarded a \$15,000 STEAM grant by the Georgia Public Library System. The Regional Library was required to match the grant with \$1,000. With this grant the Regional Library System purchased two 3-D printers, 11 sewing machines, 5 computer-driven cutters, 6 sets of We-Do programmable Legos and accompanying Chromebooks. Thanks to the grant, several programming kits are now available for in-building

Val stated that she and Kathryn Ames are working on a RFP for the architects of the Bogart Library expansion. Robert asked if the sewer line had been completed. While Val thought it had she and Lorena will inquire to confirm.

Robert asked the Board to give permission to the Watkinsville Library to close for the Fall Festival on October 15<sup>th</sup>. E. J. moved to grant permission. Kimberly seconded the motion which was approved unanimously.

Robert reflected on the strong funding appropriation this fiscal year. He was especially heartened by the City of Watkinsville, the Oconee Board of Education, and the Oconee County contributions. He questioned if the City of Bogart understood how much support it received from the Regional Library. Deann Craft said she would talk to Terri Glenn and John Larkin to explain that more support for the operating budget in Bogart is desired.

Robert stated that he had written a letter to the *Oconee Enterprise* thanking legislators who supported the Bogart Library expansion during the last session. He will now draft a letter to the *Oconee Enterprise* thanking local governing board members for their support with the FY 2017 budget.

Robert explained that Mamie Simonds reported to him that Sam and Susie Preston had donated twenty shares of Hess Corporation stock to the Oconee County Libraries in 1993. While the shares were valued at \$300.60 at that time, the Library now holds 60 shares and their value has increased to roughly \$3,000. He suggested that these shares be cashed in and the money go to the unrestricted gift fund.

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Susan Curtis

Minutes of the July 11<sup>th</sup>, 2016 Meeting of the Oconee County Library Board of Trustees  
4:30 p.m. Watkinsville Library  
Watkinsville

Present: Robert Wyatt, Adam Cain, Mark Campbell, Deann Craft, Susan Curtis, Rhea Hébert, Kimberly Lowman, Penny Mills, Rubielen Norris, E.J. Stapler, Lorena Gay-Griffin and Val Bell

Chairman Robert Wyatt determined that a quorum was present and called the meeting to order at 4:35 p.m. Robert asked for approval of the April meeting minutes. Mark moved to approve them. Adam seconded the motion. The minutes were approved unanimously.

Rhea happily reported that the FY17 budget is fully funded. Attendance is consistent in The Bright from the Start summer feeding program with at least 25 children participating each week. The summer reading programs have had overwhelming success. She also noted that the Oconee County Library received a \$4,000 Vibrant Communities Grant from the Georgia Council for the Arts. The Friends Group matched the grant which enabled the library to offer puppetry workshops, engineering with LEGOS sessions, and music therapy programs.

Rhea also announced that the Friends of the Bogart Library will have a big book sale in August. They will be using the library auditorium since Donna will not be doing any programming there while she prepares for construction.

Lorena reported that everyone is eager to start work on the Bogart Library expansion. Suggestions for membership on the Building Committee include Kathryn Ames, Marvin Poe, Terri Glenn, John Larkin, Dee Elliot, Becky Thompson, Robert Wyatt, Deann Craft, Mark Campbell, two people from the Regional Library Board and library staff. Val will approach Terri Glenn to see if both she and John Larkin wish to represent the city. Lorena was pleased to report that the appropriation for the library provided a significant raise for Donna Butler as well as a 2% increase for other library staff. Despite the raises the personnel budget remains strong since two full-time employees chose not to enroll in health insurance through the library.

Lorena also explained that the Regional Library has purchased new payroll and time management software. The Bogart and Madison County branches will test new cash registers first.

While nationally circulation usage in public libraries is declining, this is not the case in Athens and Watkinsville. Wi-fi usage is soaring, with use in the Watkinsville branch doubling over the previous year.

Penny reported that the Friends of the Library memorial bench and plaque are ready to be installed, but so far the group has not found someone to build the platform for the bench for the price the group has allocated. They will get another bid before deciding if they need to raise more money for installation. The next book sale will be September 15<sup>th</sup>, 16<sup>th</sup> and 17<sup>th</sup>. Penny asked for volunteers to help sort the donations and set up.



use on topics such as exploring magnetism and exploring light. A new "Library of Things" collection called "Shareables" includes ukuleles, drums, looms, and basic jewelry making tools. These items will circulate.

Lorena hopes that the regional county libraries will be awarded the Vibrant Communities grant again this year from the Georgia Council for the Arts. The money will be used to provide local arts programming.

Lorena also distributed a flyer for the Madison County Library's "Discover Tech" exhibit. It is a national exhibit "of science & challenge." It will be in the Madison County Library between October 28<sup>th</sup> and February 10<sup>th</sup> for library patrons to view.

Val noted that she will be bringing four proposals to the Regional Library Board. First, she has updated personnel policies. Second, upon her recommendation the Regional Library will sponsor a holiday food drive again this year. Third, she will be seeking approval for the new logo. Lastly, Val wants to launch a "We Want You Back" campaign in February for patrons who owe more than \$50.00 in fines. During this month the Library System would waive half of the overdue fines for these individuals. The Regional Library System has more than \$900,000 in outstanding fines. Oconee alone has \$92,000. The hope is that personal letters to each delinquent user will coax them into paying their fines on these relaxed terms. Library users lose their privileges when their fines exceed \$10.00. The fine schedule is \$.20 per day per book. The Library does use a collection agency.

Val said that the Bogart Public Library Advisory Committee is not yet formed. She hopes the group membership will be finalized soon and the first meeting held at the end of the month. Becky Thompson has agreed to serve. Robert Wyatt and Mark Campbell will be representing the Board.

Robert noted that three Board members' terms expire at the end of the year: Deann, Kasey, and E.J. Deann, and E.J. may renew. Robert suggested that Marie Saxon, a retired teacher from North Oconee, might be a good candidate. He asked if someone could recommend a teacher or media specialist from one of the middle schools who might be a good addition to the Board.

Rhea reported that the Oconee County Library has met or exceeded all of the goals laid out in the Strategic Plan. She noted that as people move into the county or return from another location they often request a library card. 1028 new library cards were issued in FY2016. Use of the Wi fi increased 131% in Watkinsville and 159% in Bogart. She commended Rebecca and Donna for their extraordinary programming.

At 5:15 Robert called for a motion to adjourn. E.J. moved and Rubielen seconded the motion. The next meeting of the Board will be January 9<sup>th</sup> at 4:30 in Watkinsville.

Respectfully submitted,

Susan Curtis